Bright Futures

EDUCATIONAL TRUST

The best *for* everyone, the best *from* everyone

ALLERGY POLICY

This is a Trust-Wide Policy

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BRIGHT FUTURES ALLERGY POLICY

Bright Futures Educational Trust's Strategy https://www.bright-futures.co.uk/about-us/our-strategy/ underpins all aspects of this policy and the way in which it will be applied. The specific elements of the strategy are:

- Our vision '**the best *for* everyone, the best *from* everyone**'.

- Our six values; **Leadership**: We take ownership of our responsibilities and find the leader in all of us. **Integrity**: We do the right things for the right reasons, always being courageously true to our mission. **Passion**: We love what we do and feel the power of possible through innovation and creativity. **Community**: We work in collaboration with communities and wider partners celebrating diversity as our strength. **Equality**: We nurture, value, respect and empower all, understanding that equity sits at the heart of all opportunities. **Resilience**: We prioritise our wellbeing whilst embracing challenge, adapting flexibly and learning as we grow.

- Our commitments: **Children at the heart of decision making, Collaboration and strong relationships, Professional support, challenge and learning, Champion social justice and equity for all, Strong Governance & accountability, Ensuring efficiency and best use of resources for impact.**

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Aims

Bright Futures Educational Trust is committed to providing a safe environment for all pupils with allergies and intolerances.

The aims of this policy are to ensure that:

- Pupils with allergies are protected and supported at all times;
- Staff understand their responsibilities regarding allergy management and emergency response;
- Appropriate preventative measures are in place to reduce the risk of allergic reactions;
- Emergency procedures are clear, effective and consistently followed;
- Catering and food service arrangements comply with legal requirements;
- Parents, pupils and staff work collaboratively to support allergy safety; and
- The requirements of Benedict’s Law and Natasha’s Law are fully implemented.

Legislative Framework

This policy has been developed in accordance with:

- The Children and Families Act 2014;
- The Food Information Regulations 2014;
- The Health and Safety at Work etc. Act 1974;
- The Food Safety Act 1990;
- DfE Supporting Pupils at School with Medical Conditions statutory guidance;
- DfE Allergy Safety in Schools statutory guidance;
- Natasha’s Law (Food Information (Amendment) (England) Regulations 2019); and

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- Benedict's Law statutory guidance (effective September 2026).

Benedict's Law

Benedict's Law is a landmark piece of UK legislation which is named after five-year-old Benedict Blythe, who tragically died in 2021 after a severe allergic reaction to milk at school. In March 2026, the government confirmed these protections would become mandatory, with statutory guidance coming into effect in September 2026.

What Benedict's Law Requires
The law moves allergy safety from "optional advice" to a legal requirement for all schools in England. It covers:

Bright Futures Educational Trust must have a clear, published policy for managing allergies and emergencies.

All Bright Futures staff (not just first-aiders) and any other people such as volunteers or governors who visit a Bright Futures academy during hours students are on site must be trained to recognise anaphylaxis and use an adrenaline autoinjector pen.

All Bright Futures schools are required to keep "spare" adrenaline auto-injectors (AAIs) on-site for emergency use. The number held and their location is assessed by a risk assessment.

Every child with a known allergy must have a formal, documented Individual Healthcare Plan (IHPs):

One of the most significant shifts is that external catering providers are now legally bound to the school's specific allergy policy. If a Bright Futures school uses a third-party catering firm, that firm must prove they are following the school's safety protocols, not just their own internal ones.

Catering staff will need real-time access to the Individual Healthcare Plans and photos of children with severe allergies to ensure a meal is never handed to the wrong child.

While Natasha's Law (2021) already requires full ingredient labelling on pre-packaged food, Benedict's Law focuses on the process:

Bright Futures Educational Trust will ensure that there is rigorous "zoning" in kitchens to prevent accidental contact.

Kitchen staff may participate in "mock" allergy emergencies to ensure they know where the spare AAIs are kept and how to use them.

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All Bright Futures schools will be required to record and report "near misses" or allergic reactions. This data will be used nationally to identify high-risk foods or common procedural failures in school dining halls.

All Bright Futures schools will comply fully with Benedict's Law by ensuring that:

- A senior leader is appointed to oversee the implementation of the policy and compliance with all relevant allergy legislation and guidance;
- A published allergy management policy is maintained and reviewed annually;
- All staff receive allergy awareness and anaphylaxis response training;
- Spare adrenaline auto-injectors (AAIs) are kept on-site and readily accessible;
- Every pupil with a diagnosed allergy has an Individual Healthcare Plan (IHP);
- Catering providers comply with the school's allergy procedures;
- Kitchen and serving areas operate strict allergen-control procedures;
- Allergy incidents and "near misses" are formally recorded and reviewed; and
- Communication between school staff, catering teams and parents is maintained effectively.

Natasha's Law

From 1st October 2021, the requirements for prepacked for direct sale have changed as a result of a new ruling passed in September 2019 known as 'Natasha's Law.' The Food Standards Agency say, "the new labelling requirements will help protect consumers by providing potentially life-saving allergen information on the packaging of the food."

Prepacked for direct sale (PPDS) food can include the following:

- Sandwiches and bakery products which are packed on site before a consumer selects or orders them;
- Fast food packed before it is ordered, such as a burger under a hot lamp where the food cannot be altered without opening the packaging;
- Products which are pre-packaged on site ready for sale, such as pizzas, rotisserie chicken, salads and pasta pots;
- Burgers and sausages pre-packaged by a butcher on the premises ready for sale to consumers;
- Samples of cookies given to consumers for free which were packed on site;
- Foods packaged and then sold elsewhere by the same operator at a market stall or mobile site; and
- PPDS food provided in schools, care homes or hospitals and other similar settings will also require labelling.

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In line with Natasha's Law, all Bright Futures schools will ensure that all PPDS food will be labelled with the name of the food and a full ingredients list, including allergenic ingredients emphasised within the list. This will also apply to foods that are packaged before they are ordered or selected. It can also include food that students select themselves, as well as pre-wrapped food items that are kept behind a counter and some hot foods.

School Food Standards

Bright Futures Trust Board is responsible for ensuring that the national school food standards are met.

All food and drink provided by Bright Futures schools will meet the national school food standards in England. Where food is provided by the local authority or a private caterer, compliance with the school food standards will be specified within the catering contract or service level agreement and the caterer should provide the Trust with evidence of compliance with the standards. When individual Bright Futures schools provide food they will evaluate the food and drink provision against the standards, and produce evidence of compliance.

There will be a process in place to ensure that catering services are coordinated across all food and drink outlets within schools to ensure that compliance with the school food standards is maintained.

The Local Governing Body will ensure that it receives regular reports on compliance with the school food standards as well as take-up of school lunches and financial aspects of school food provision.

Governors will work with the senior leadership team to develop a whole school food policy, including:

- Setting out the school's approach to its provision of food
- Food education (including practical cooking);
- The role of the catering team as part of the wider school team; and
- The school's strategy to increase the take-up of school lunches.

Allergy Management Procedures

Bright Futures Educational Trust recognises that allergic reactions can be life-threatening and therefore takes all allergy concerns seriously.

All Bright Futures schools will:

- Maintain an up-to-date register of pupils with allergies;

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- Ensure allergy information is accessible to relevant staff;
- Implement allergen awareness measures in classrooms and dining areas;
- Minimise cross-contamination risks in kitchens and food preparation areas;
- Clearly label allergens in all food provided; and
- Promote a culture of allergy awareness throughout the school community.

The following 14 allergens will be identified where present in food products:

- Eggs;
- Milk;
- Fish;
- Crustaceans;
- Molluscs;
- Peanuts;
- Tree nuts;
- Sesame;
- Cereals containing gluten;
- Soya;
- Celery;
- Mustard;
- Lupin; and
- Sulphur dioxide/sulphites.

Non-food allergens include:

- Grass, tree, and weed pollens;
- Dust Mites;
- Mold Spores;
- Pet Dander;
- Latex;
- Cosmetics/Skin Care;
- Nickel;
- Insect Bites/Stings;
- Penicillin and related drugs;
- Non-steroidal anti-inflammatory drugs(NSAIDs) like ibuprofen or aspirin;
- Pet Food - this may contain allergens like soy, wheat, or fish; and
- Craft Materials such as wheat-based play dough or nut-shell-stuffed toys.

More details on how schools work to minimise risk can be found in Appendix 1.

Identification

Pupils

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Each school will maintain a central register of pupils with diagnosed allergies and anaphylaxis risk.

Information will be obtained through admissions processes, medical information forms, healthcare professionals, annual data collection exercises and ongoing communication with parents.

The register will identify:

- allergen(s);
- severity of reactions;
- prescribed medication;
- location of medication;
- existence of an IHP or Allergy Action Plan.

Relevant information will be shared with all pupil-facing adults on site in order to safeguard pupils.

Staff and Visitors

Each school will maintain a central register of members of staff with diagnosed allergies and anaphylaxis risk. Information will be obtained on appointment and updated through ongoing communication.

For visitors, schools will seek information on allergy in advance of their visit, wherever possible**.**

Individual Healthcare Plans (IHPs)

Every pupil with a diagnosed allergy will have an Individual Healthcare Plan (IHP) drawn up by **Robyn Stevenson and Stuart Nicholls**. The IHP will be based on information provided by parents/carers and will be shared with them.

The IHP will include:

- Details of the allergy;
- Known triggers;
- Signs and symptoms of allergic reactions;
- Medication requirements;
- Emergency procedures;
- Consent arrangements;
- Contact details for parents/carers and medical professionals;
- The review frequency – i.e. at least annually or sooner if medical needs change and the triggers for review.

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All IHPs will be made available to all staff and any other relevant persons in order to ensure the safety of all children with allergies and medical conditions. This will be done by

- **MIS (Bromcoms) Up to Date with all relevant medical information.**
- **Medical List in each First Aid box in each classroom along with relevant allergy plans and asthma plans**
- **Allergy list with pupil photos in Kitchen and allergy folder.**
- **Allergy folder contains IHPs, Medicine Consent Forms, Allergy Plans/Asthma Plans.**

Supply, Storage and Care of Medication

Depending on their level of understanding and competence, pupils will be encouraged to take responsibility for and to carry their own **two** AAIs on them at all times (in a suitable bag/container).

For younger children or those not ready to take responsibility for their own medication, there should be an anaphylaxis kit which is kept safely, not locked away and **accessible to all staff.**

Medication should be stored in a suitable container and clearly labelled with the pupil's name. The pupil's medication storage container should contain:

- Two AAIs i.e. EpiPen® or Jext® or Emerade®;
- An up-to-date allergy action plan;
- Antihistamine as tablets or syrup (if included on allergy action plan);
- Spoon if required;
- Asthma inhaler (if included on allergy action plan).

It is the responsibility of the child's parents to ensure that the anaphylaxis kit is up-to-date and clearly labelled, however the **Office Team** will check medication kept at school on a termly basis and send a reminder to parents if medication is approaching expiry.

Parents can subscribe to expiry alerts for the relevant AAIs their child is prescribed, to make sure they can get replacement devices in good time.

Older children and medication

Older children and teenagers should, whenever possible, assume responsibility for their emergency kit under the guidance of their parents. However, symptoms of anaphylaxis can come on **very suddenly**, so school staff need to be prepared to administer medication if the young person cannot.

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Staff and visitor medication

Staff and visitors are responsible for their own emergency kit and for liaising with the school to ensure appropriate, accessible storage. Schools will ensure they provide any storage required, for example refrigerated or lockable to ensure children do not come into contact with unsuitable medication.

Storage

AAIs should be stored at room temperature, protected from direct sunlight and temperature extremes.

Disposal

AAIs are single use only and must be disposed of as sharps. Used AAIs can be given to ambulance paramedics on arrival or can be disposed of in a pre-ordered sharps bin. Sharps bins to be obtained from and disposed of by **PHS service, once a half term.** The sharps bin is kept in **First Aid Room**.

Spare Adrenaline Auto-Injectors (AAIs)

All Bright Futures schools will maintain spare AAIs, in accordance with Department for Education guidance, for use by children or adults in an emergency. (See Appendix 2 for more information.)

Spare AAIs will:

- Be stored securely in pairs and strategically located to ensure rapid access in an emergency; i.e. in no more than 5 minutes;
- Be checked regularly by **Office Team and/or Principal** on a monthly basis to ensure they are within expiry dates;
- Be clearly labelled; and
- Be accessible during school trips and off-site activities where required.

The spare autoinjectors in **Elmridge** are stored in **the first aid room and the hall cupboard**, clearly labelled 'Emergency Anaphylaxis Adrenaline Pens', kept safely, not locked away and **accessible and known to all staff in the following** locations:

First Aid Room – KS2 Corridor before first staircase

Hall Cupboard – Labelled cupboard next to the whiteboard

Written parental permission for use of the spare AAIs is included in the pupil's allergy action plan but schools recognise that Benedict's Law places an expectation that auto-injectors be used in response to an anaphylactic event, rather than needing overt consent to do so as this could save a life.

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Emergency Response Procedures

All staff must treat suspected anaphylaxis as a medical emergency.
In the event of a severe allergic reaction:

1. Emergency services will be contacted immediately;
2. An adrenaline auto-injector will be administered without delay and within a maximum of 5 minutes if it is a school-held spare auto-injector;
3. Parents/carers will be informed as soon as possible;
4. The incident will be formally recorded and reviewed;
5. The review will include lessons learned; and
6. Policy/procedures will be amended, if necessary.

No pupil experiencing anaphylaxis will be left unattended.

Staff Awareness Training Requirements

All Bright Futures school staff, including temporary staff and volunteers, will receive allergy awareness training. All schools will be able to demonstrate that:

- All existing staff have been trained;
- New staff receive induction training; and
- Temporary, supply and cover staff are also trained.

All training will be recorded centrally.

Training will include:

- Recognising signs of allergic reactions and anaphylaxis;
- Use of adrenaline auto-injectors;
- Emergency procedures;
- Allergen awareness;
- Cross-contamination prevention; and
- Responsibilities under Benedict's Law.

Staff will also receive training specific to their setting to ensure understanding of:

- the allergy safety policy and processes within school;
- how to check whether an individual is on the record of those with a known allergy and how to use an Allergy or Asthma Action Plan;
- how to report an allergic reaction or case of anaphylaxis (whether an incident or a "near miss").

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Catering and Food Safety Requirements

Where catering services are provided by an external contractor, the contractor must comply fully with this policy and all legal requirements.

Bright Futures Educational Trust will ensure that catering providers:

- Operate effective allergen-control procedures;
- Prevent cross-contamination through appropriate kitchen zoning;
- Maintain allergen information for all meals;
- Ensure catering staff receive appropriate training; and
- Participate in allergy emergency drills where required.

Photographs and allergy information for pupils with severe allergies may be shared securely with catering teams where necessary for safeguarding purposes.

Elmridge takes the following measures to identify pupils with allergies at the point of service:

- **Sodexo have an updated pupil photo list with known allergies.**
- **Sodexo cross reference this each day when serving.**
- **Manager fills in allergy matrix each day and cross references this with the Service Brief document. Meals are planned for each year group to allow easier identification of individuals.**
- **Allergen children cannot pre order lunches in classes and must discuss their meal with cook before receiving their meal.**
- **Our school staff line up each class for service and, using a copy of the same pupil photo list, will bring allergen children to the front and identify these with our cook who cross references this with their poster.**

Educational Visits and School Trips

Appropriate allergy arrangements will be implemented for all educational visits and off-site activities.

All the activities on the school trip will be risk assessed to see if they pose a threat to allergic pupils and alternative activities planned to ensure inclusion. Risk assessments for school trips will consider:

- Access to emergency medication;
- Food provision arrangements;
- Staff trained in anaphylaxis response; and
- Emergency communication procedures.

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Staff leading school trips will ensure they carry all relevant emergency supplies. Trip leaders will check that all pupils with medical conditions, including allergies, carry their medication. Where required medication is unavailable, a risk assessment will be undertaken. Participation will be determined according to whether the school can safely meet the pupil's medical needs.

Overnight school trips should be possible with careful planning and a meeting for parents with the lead member of staff planning the trip should be arranged. Staff at the venue for an overnight school trip should be briefed early on that an allergic child is attending and will need appropriate food (if provided by the venue).

Sporting Excursions

Allergic children should have every opportunity to attend sports trips to other schools. The school will ensure that the P.E. teacher/s are fully aware of the situation. The school being visited will be notified that a member of the team has an allergy when arranging the fixture.

A member of staff trained in administering adrenaline will accompany the team. If another school feels that they are not equipped to cater for any food-allergic child, the school will arrange for the child to take alternative/their own food.

Most parents are keen that their children should be included in the full life of the school where possible, and the school will need their co-operation with any special arrangements required.

Record Keeping and Reporting

All Bright Futures schools will maintain records of:

- Diagnosed allergies;
- Individual Healthcare Plans;
- Staff training;
- Allergy incidents;
- Administration of AAIs; and
- Near misses.

Records will be stored securely and managed in accordance with data protection legislation The **Allergy Lead – Stuart Nicholls and Office Team** keeps a register of pupils who have been prescribed an adrenaline auto-injector (AAI) and a record of use of any AAI(s) and emergency treatment given..

Information sharing

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Bright Futures recognises that a pupil's health information is considered special category data under UK GDPR. Photographs and health information will only be shared where necessary and proportionate for safeguarding purposes. All information sharing will be in line with the Trust's Data Protection Policy and Privacy Notices.

Transition

When pupils move class, phase, or school, allergy information and IHPs are reviewed and transferred appropriately.

Near Miss Reporting

All allergy-related near misses, including incidents involving incorrect food provision or potential allergen exposure, must be reported immediately.

The school will review all reports to identify:

- Procedural failures;
- Training needs;
- Risks within catering arrangements; and
- Preventative actions required.

Pupil Wellbeing

Bright Futures is committed to ensuring that all children with medical conditions, including allergies, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.

Schools recognise that pupils with an allergy may become anxious as a result of the risk of exposure to allergens. Schools will be active in providing support, both in providing reassurance that steps are being taken to minimise the risks of exposure to allergens and that robust measures are in place in the event of anaphylaxis. Pupils should never feel singled out or different by virtue of the arrangements in place to support them.

Schools will have measures in place to prevent and respond to allergy-related bullying.

Schools recognise that pupils with allergies should not be prevented from taking part in activities alongside their peers. Where an activity would involve most pupils using a material which might contain an allergen known to affect one of the group, alternatives will need to be found for the whole group which do not exclude individuals. More guidance on managing risk can be found in Appendix 1.

Schools will communicate appropriately to students, parents and staff about allergies, ensuring ongoing awareness and appreciation of the severity of the potential risks.

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Schools will engage with new joiners with known allergies, setting out this policy and the support available.

Communication with Parents and Pupils

All Bright Futures schools will work closely with parents/carers and pupils to support allergy management.

Parents/carers are responsible for:

- Informing the school of any allergies or medical conditions;
- Providing prescribed medication where required;
- Updating the school regarding any changes to medical needs; and
- Participating in reviews of Individual Healthcare Plans.

The school will communicate allergy procedures clearly to staff, pupils and parents.

Health and Safety Requirements

This policy should be read alongside the school's:

- First Aid Policy;
- Supporting Pupils with Medical Conditions Policy;
- Health and Safety Policy; and
- Educational Visits Policy.

All staff must comply with health and safety procedures relating to allergy management.

Equal Opportunities

Bright Future Academy Trust will ensure that pupils with allergies are supported fairly and without discrimination.

Reasonable adjustments will be made where required to ensure pupils can participate fully in school life.

Responsibilities

The **Trust Board** is responsible for allergy safety within the Trust, seeking assurance from the Executive Team that the policy is published, effective and reviewed annually.

The **Executive Team**:

- Approve and review this policy at least annually;
- Monitor compliance with Benedict's Law; and

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- Ensure adequate resources and training are available.

The **Trust Safeguarding Lead**

- leads on allergy safety across the Trust;
- drives the implementation of the allergy safety policy;
- leads review of the policy at least annually.

Academy Principals are the named Health & Safety Lead in each academy and are responsible for:

- Implementing this policy;
- Ensuring staff training takes place;
- Maintaining appropriate allergy procedures;
- Reporting to Governors; and
- Coordinating emergency planning arrangements.

The named Allergy Lead in school Stuart Nicholls is responsible for:

- Maintaining allergy records and IHPs;
- Monitoring compliance with procedures;
- Coordinating staff training;
- Managing emergency medication arrangements;
- Conducting risk assessments; and
- Investigating incidents and near misses.

Catering Staff and Contractors

Catering staff and contractors must:

- Follow allergen-control procedures;
- Prevent cross-contamination;
- Ensure food is correctly labelled;
- Participate in training; and
- Report incidents or concerns immediately.

Staff

All staff are responsible for:

- Following this policy;
- Attending required training;
- Responding appropriately to emergencies; and
- Reporting concerns promptly.

Monitoring and Review

The Executive Team will review this policy annually and following any serious allergy-related incident.

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The effectiveness of this policy will be monitored through:

- Incident reviews;
- Staff training records;
- Catering audits;
- Risk assessments; and
- Feedback from pupils, parents and staff.

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Appendix 1: Managing risk

Bright Futures works to ensure that children and young people are not prevented from taking part in activities alongside their peers simply because of a risk of coming into contact with one of their allergens.

In addition to the measures laid out in the above policy, other everyday measures we have in place to manage risk include:-

Measures to manage the risks of exposure to a food allergen through food provided by the school, college or setting.

- School caterers provide information on food allergens to parent/carers and have this available for pupils to be able to check independently.
- Leaders engage with caterers to understand the controls in place to ensure that food service conforms with legislation.
- Training ensures school staff are educated about how to read labels for food allergens and instructed about measures to prevent cross-contamination during the handling, preparation and serving of food.

Measures to manage the risks of exposure to a food allergen through food brought in by others (for example parents, children and young people or staff).

- Bottles, other drinks and lunch boxes provided by parents or the school for pupils with food allergies must be clearly labelled with the name of the pupil for whom they are intended.
- Where food is not directly provided by the school (e.g. brought in as treats or to celebrate birthdays) parental engagement and permission is sought in advance to ensure inclusion and safety for children with allergy. **Birthday treats are not allowed in school due to allergy risks and healthy schools initiative.**
- Pupils are aware **through Lunchtime Charter discussions and Assembly** to avoid trading and sharing food, food utensils or food containers.

Measures to manage the risk of exposure to airborne or contact allergens.

- Environmental air quality and infection prevention measures are considered as part of wider health and safety responsibilities.

Measures to manage risk when planning classroom activities

- Staff consider the risk of exposure to allergens, e.g. in craft, science, musical, cooking or outdoor activities, including where activities involve animals.
- Staff consider:

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    - old food boxes or packaging may contain traces of allergens;
    - some products contain wheat flour, including” play dough”;
    - some glues contain milk, wheat or soya;
    - bird feed may contain nuts and sesame.
- The use of food in crafts, cooking classes, science experiments and special events (e.g. fetes, assemblies, cultural events) is considered and alternatives used when needed.
- Staff understand that unlabelled food poses a potentially greater risk of allergen exposure than packaged food with precautionary (“may contain”) labelling.
- Staff understand that food containers can also be contaminated and will either use alternative materials for craft activities or ensure that the materials used are free from allergens that might pose a risk for a specific pupil.

Specific risk assessments to manage the risks of exposure to allergens when planning external visits or trips.

- Risk assessments are carried out in advance of out-of-school activities such as sporting events, excursions, school outings or camps. These include consideration of catering requirements for pupils with allergies and emergency planning (including access to emergency medication and medical care).

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Appendix 2: Managing "spare" adrenaline devices

This section is from the DfE Allergy safety in schools statutory guidance (pp 39-40).

Schools can purchase AAIs (but not non-injectable adrenaline devices (nasal spray) from a pharmaceutical supplier, such as a local pharmacy, without a prescription. A supplier will need a request signed by the principal or head teacher (ideally on appropriate headed paper) stating the name of the school for which the product is required, the total quantity needed and confirming that the purpose for which the supply is being requested is that of supplying or administering the relevant medicinal product to pupils at the school in an emergency. A template letter which can be used for this purpose can be downloaded at Spare Pens in Schools.

Guidance in terms of how many AAIs (and which doses) should be purchased can be found in Using emergency adrenaline auto-injectors in schools published by DHSC. When considering this, schools should keep in mind that:

- Schools will need to stock "spare" AAIs of the correct dosage for their pupils.
- "Spare" AAIs should always be stocked and stored in pairs.
- In the event of an anaphylaxis reaction, adrenaline should be brought to the child or young person and administered within five minutes, **i.e. adrenaline devices should be no more than five minutes away from wherever they might be needed.**

This means that most schools will need to obtain two pairs of "spare" AAIs:

School type	**AAIs for children under age 6 years** (150 micrograms) e.g. EpiPen Junior, Jext 150	**AAIs for individuals over 6 years of age** (300 micrograms) e.g. EpiPen, Jext 300
State-funded nursery school	One pair of "spare" AAIs	n/a
Primary school	One pair of "spare" AAIs	One pair of "spare" AAIs
Secondary school	n/a	One or two pairs of "spare" AAIs *
Special school	One pair of "spare" AAIs	One pair of "spare" AAIs

* Secondary schools with large sites should consider having two pairs of "spare" AAIs, so that a pair of "spare" AAIs are available within five minutes of wherever they may be needed.

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Where schools operate across more than one site, they should ensure there are spare AAIs of the appropriate dosage on each site as required.

When storing “spare” adrenaline devices:

- “Spare” AAIs must be readily accessible and not locked away;
- In the event of an anaphylaxis, adrenaline should be administered as soon as possible. In practice, this should be no more than five minutes, i.e. adrenaline devices must be able to be brought to the person having anaphylaxis within 5 minutes. Schools should consider how to achieve this as part of their allergy safety policy. In larger schools, more than one set of “spare” ADs may be needed (for example one near the central dining area and another near the playground);
- “Spare” AAIs should be stored in pairs, so that if a second one is necessary it is on hand rather than needing to be obtained from elsewhere on site;
- “Spare” ADs should be clearly labelled, to avoid any confusion with ADs prescribed to a named person. Some schools choose to have a clearly marked “emergency anaphylaxis kit” containing the spare ADs, any emergency asthma reliever inhaler and spacers and instructions for their use.

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